Information Technology Resource Management Council (ITRMC)
IDANET Steering Committee
November 17, 2009 Meeting Minutes
(Approved by Committee, December 15, 2009)

The November 17, 2009, IDANET Steering Committee meeting was held in Conference Room 155 of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE
Members Present:
John McAllister, Chair, Dept. of Labor
Michael Farley, Dept. of Health and Welfare
Mike Guryan, OCIO

Others Present:

Alvino Artalejo, Dept. of Health and Welfare	Lance Moony, Dept. of Juvenile Corrections
Sally Brevick, OCIO	Bob Hough, Office of the State Controller
Robin Finch, Dept. of Administration	Greg Zickau, OCIO
Nick Leonardson, Dept. of Labor	

APPROVAL OF THE PREVIOUS MINUTES
MOTION: Mike Guryan moved and Michael Farley seconded a motion to approve the minutes of September 23, 2009; the motion passed unanimously.

TECHNICAL / TRANSITION PLANNING - UPDATE
Mike Guryan provided an update on the transition planning:

IdaNet Transition
- Issues from last meeting:
  - IEN RFP
  - Implementation/Migration of circuits
  - Development of the MAN
  - Funding

MPLS on CMFONI
- Dedicated team has been established to develop the requirements and low-level design.
- Statement of work is complete.
- Negotiations with vendors are being finalized.
- Test equipment has been identified and will be staged at ITD this week.
- Immediate task is implement aggregation circuit

IEN RFP

- IEN RFP
  - DAG's guidance is that the IEN RFP includes all WAN circuits.
  - Contract was awarded to Qwest and they are the provider of services.
  - Contract amendment is required to complete purchasing vehicle.
  - MAN services will be acquired under separate RFP, in March 2010. MPLS on CMFONI will support agencies short term and through migration.

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Implementation/Migration of circuits

- Addition of contract labor to support migration is in progress.
- Qwest to provide:
  - Project Management
  - Engineering Support
- Qwest off-contract circuits – determine cost status. They are in effect now under contract.

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IdaNet Transition

- Tasks due from last meeting:
  - Develop SOW for MPLS technical partner (TBD) – complete
  - Establish MPLS technical team and logistics –(Guryan/Romano) – complete
  - Resolve IEN RFP issues (Zickau/Guryan) – complete
  - Funding for technical resources (Zickau/Guryan) – complete

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IdaNet Transition

- New Tasks:
  - Engage Qwest PM and SE for detailed agency network design and rollout
    - Technical Committee met with Joe Wanker of Qwest
  - Develop agency specific transition plans.
  - Implement MPLS on CMFONI to accept aggregated circuit
  - Determine billing mechanism for aggregated circuits.
    - To be used for both WAN and MAN

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OCIO CONTRACTING UPDATE

Greg Zickau reported that a meeting involving several agencies had been held to discuss the technical provider for area network services, the WAN provider for the state is Qwest. The focus now is obtaining better pricing by leveraging the State on an enterprise level – there has been some success with this already and it can be worked on further.

Through the IEN (Idaho Education Network) project, there has been and will be a great deal of infrastructure build-out. It is hoped that the build-out for the IEN can be tied to the needs of State government, particularly in places of aggregation.

Following some initial analysis based on the WAN data available for four agencies, it is estimated that about $370,000 a year will be saved. This is based on the contracted rates and does not include the 20% from circuits being removed from IDANET.

The committee discussed whether the Department of Administration should manage the WAN payments for all agencies, thereby acting on behalf of the enterprise and maintaining a statewide inventory. It was noted that it might be easier for some agencies to deal directly with the vendor due to different funding sources. A decision has not yet been made in this regard.

FINANCIAL UPDATE

Nick Leonardson led a discussion on the cash available for the transition. The figures would be affected by other agencies wanting to remove themselves from IDANET before the end of the fiscal year. It is anticipated that migrations should be complete by the end of April and the financial figures need to be adjusted to reflect this. The Departments of Labor and Health & Welfare had offered to maintain their IDANET commitment beyond their migration.

It is anticipated that MPLS will be implemented within CMFONI at a cost of about $50,000 or less, and within the next 75 days.

NEW BUSINESS

The committee agreed that meetings should continue to be scheduled on a monthly basis but could be cancelled if there were no substantial updates to be shared.

NEXT SCHEDULED MEETING: December 15, 2009, 1:30 to 3:30pm in Conference Room 155 of the LBJ Building, 650 West State Street, Boise.

Respectfully submitted,

Sally Brevick, Office of the CIO